CANTON
STATE UNIVERSITY OF NEW YORK

Fall 2025 Next Steps Checklist
Visit: www.canton.edu/enroll for digital version
Congratulations on your acceptance!

Step One:

☐ Log on to UCanWeb
- Visit https://www.canton.edu/ucanweb/ and then select "Enter Secure Area"
- You will then be prompted to enter your Canton email, located on your acceptance letter.
- For your password, please go under the FAQ's NetID and Password section at this link: https://www.canton.edu/it/help.html
- For assistance with authentication call IT for support at 315-386-7448.

☐ Complete your 2025-2026 FAFSA
- All students should complete the FAFSA form. You can access this form by going to www.studentaid.gov.
- Use school code: 002855.

Step Two:

☐ Log into your Canton Email
- Your email was provided to you in your acceptance letter.
- Your login password for email is the same as UCanWeb (see step one).
- Setting up your email regarding financial aid, scheduling, and scholarship consideration is important.

☐ Check Student Financial Aid Requirements
- Check Student Requirements to determine if additional documentation is needed for your financial aid package
- Review this through UCanWeb under Student Menu tab, then choose Financial Aid, Eligibility, Student Requirements and choose 25-26 award year. Unsatisfied requirements are at the top and you can click on the requirement for more information.

☐ Review Financial Aid Package
- Complete this step through UCanWeb under Student Menu tab and then choose Financial Aid (will open in a new tab) and then select "Offer" tab.
- Accept or decline your financial aid which might include grants, scholarships, loans, and work-study. New students will also receive a financial aid package letter by mail.

☐ Submit Deposit(s) – *This is separate from your $50 application fee.*
- All students must submit an enrollment deposit before creating a class schedule. This shows commitment to the college and is essential to securing a seat in your academic program.
- If you are living on campus, you must also submit a housing deposit prior to completing the housing and meal surveys. This is essential to securing a room in one of our residence halls.
- Deposits can be made online at www.canton.edu/enroll under the Pay Your Deposit button. Deposits may be made as a combo or separately.

Step Three:

☐ Complete the Housing, Meal Plan, and SUNY Canton ID card surveys
- Students living on campus must complete the on-campus housing survey found in UCanWeb under the Main Menu tab and then select the first option entitled, "My Required Surveys". Students living off-campus or online must complete the off-campus housing form/waiver found under My Require Surveys also.
- After you have completed the housing survey, complete the Meal Plan Survey located under the Main Menu tab of UCanWeb and then "My Required Surveys" to select your meal plan, or to opt-out for students who will not be living on campus. To view the plan options, please visit https://www.canton.edu/ca/dining/meal_plans.html If you need to request a meal plan change or have any questions, please email mealplans@canton.edu
- **Beginning June 1**, after you have paid or waived your enrollment deposit, all First-Time Freshman, Transfer, and Readmitted students will need to complete an ID card survey on UCanWeb. This survey provides us with general information and lets us know if you would like a SUNY Canton ID card. After survey completion, you'll need to upload a photo on the mobile app called GET Mobile: All cards are mailed beginning mid-July. Please direct questions to id@canton.edu

❯ **Step Four:**

☐ Sign up for Orientation
- ▪ Orientation is mandatory for every student. It will be **August 19-20**. Please refer to www.canton.edu/orientation/ to register.

☐ Create your Schedule
- ▪ First-Time Freshman use RooSuccess to schedule Advising appointments. Login using your SUNY Canton email and password and then select "NEW STUDENT ADVISING AND REGISTRATION". Schedule creation begins **June 2, 2025**. If you have any questions, contact the Advising Center at (315) 379-3954 or at advising@canton.edu
- ▪ Transfer/Readmit students: After paying your deposit, please allow for up to 3 business days for the deposit to be processed, and then email your Dean's office for instructions on creating a schedule: School of Business & Liberal Arts - SBLA@canton.edu, Canino School of Engineering - CSOET@canton.edu, School of Health Science & Criminal Justice - SHCJ@canton.edu. For a complete list of majors by school, please visit www.canton.edu/enroll and click on the school name.

☐ Complete Health Forms
- ▪ The mandatory Student Health History, Immunization and Physical Exam Form needs to be completed before **August 1**. Additional health forms may be required for selective health programs and athletes. These can be found under the "Forms" section of www.canton.edu/enroll. Health forms are not required for fully online students.

☐ Process College Bill
- ▪ Bills can be viewed through the New Student Checklist tab under the "billing and payment" option. To satisfy a balance not covered by financial aid you can make a direct payment or set up a payment plan. You can also change your preferences related to parking and Roo Express by emailing billing@canton.edu
- ▪ If you are anticipating a student refund due to the awarding of financial aid, you will need to set up your banking preference with BM Technologies so your refund can be automatically deposited. SUNY Canton has partnered with BM Technologies (BankMobile) for all student refund processing. For more information on how to set up your banking preference, please visit our website at www.canton.edu/refund

☐ Submit Final Transcripts
- ▪ First Time Freshmen students: your final high school transcript with graduation date needs to be submitted prior to the start of classes. Reminder: Be sure to submit official AP, IB, and/or college transcripts for any credits received in high school.
- ▪ Transfer/Returning students: final official transcripts from all colleges previously attended must be submitted prior to the start of classes.

MAIL TO:
SUNY Canton Admissions, 34 Cornell Drive, Canton, NY 13617

EMAIL TO:
admissions@canton.edu

**First day of classes:
Thursday, August 21**